Dear Parent or Guardian:

Your daughter/son will be taking a science course this school year that may include laboratory activities involving chemicals or other potentially hazardous materials. To ensure a safe classroom environment, all students will need to follow the attached list of General Laboratory Safety Procedures. By signing the Student Science Laboratory Safety Contract, they agree to abide by these rules and follow any additional instructions given to them by the teacher.

We ask that you read the safety procedures carefully with your daughter/son and sign the Student Science Laboratory Safety Contract. Your signature only indicates that you have reviewed these rules and are aware of the steps being taken to provide a safe instructional setting for your child.

Please return the signed contract to your science teacher. The General Laboratory Safety Procedures sheet should be kept by the student for future reference. Please contact me if you have any questions or concerns. Thank you.

Sincerely,

Michael Whiteman

Phone: 585-7200 ext 102

E-mail: whitemanm@district279.org

Osseo Area Schools

General Laboratory Safety Procedures

The safety procedures listed below are to be followed at all times while working in your science class. These simple rules will help ensure your safety and that of your classmates.

Before beginning an investigation:

1. Always follow instructions given by the teacher and wait until you're told to begin before starting any investigation.
2. Know the location and proper use of emergency equipment.
3. Tie back long hair and restrict any lose clothing. Always wear shoes in the laboratory. Wearing sandals or open toed shoes is not advised.
4. Wear the proper personal protective equipment (safety goggles, laboratory aprons, and safety gloves) when instructed to do so.

During an investigation:

1. Be alert and act responsibly in the laboratory.
2. Never play with the laboratory equipment or materials.
3. Handle all chemicals carefully.
4. Carry out only assigned experiments. Do not mix chemicals unless you are told to.
5. Keep your hands away from your eyes, nose, and mouth while in the laboratory.
6. Never smell chemicals directly. Always waft the odors to your nose using your hand.
7. Do not taste anything used in the investigation.
8. Consume food, drink, and chew gum <u>outside</u> the laboratory.
9. Apply cosmetics outside of the laboratory.
10. Keep your work area clean and orderly. Keep all books and items not necessary for the assignment away from the work area.
11. Use appropriate equipment when doing the experiment.
12. Only use glassware that is free from cracks and chips.
13. Do not heat liquids in a closed container.
14. Never point a test tube towards another person while heating the test tube.
15. Never use the sun as a source of light for your microscope.
16. Report all injuries or chemical spills to your teacher immediately.
17. Avoid distracting or startling anybody in the lab. Practical jokes or horseplay will not be tolerated.

After the investigation:

1. Dispose of waste chemicals and waste materials as instructed by your teacher.
2. Excess reagents are not to be returned to the stock bottles.
3. Chemicals that are leftover from the investigation should be treated as waste chemicals and discarded appropriately.
4. Do not pour chemicals down the sink unless your teacher tells you so do so.
5. Place broken glass in a puncture-proof container, not the garbage can.
6. Clean your entire work area including the floor.
7. Return all lab equipment to the areas assigned by your teacher.

Working with electrical equipment:

1. Never leave electrical cords where someone might trip over them.
2. Keep the cords away from heat or water.
3. Never touch cords or electrical outlets with wet hands.
4. Grasp the plug when disconnecting an electrical cord from the outlet. Do not pull on the cord.
5. Turn off all equipment when the investigation is complete.

Working with live organisms:

1. Treat all living things with respect. Do not tease, grab or squeeze the animals. Do not pick plants unless necessary.
2. Never bring live or dead animals into the classroom without the teacher's prior permission.
3. Most small animals have sharp teeth.
4. When collecting plants, be aware of poisonous plants that grow in the area. Wear gloves as a precaution.
5. If working with bacteria, be sure to clean your work area with disinfectant before and after an investigation.
6. Use correct sterile technique when transferring bacteria or other microbes from one culture to another or to a microscope slide. Follow directions for the proper disposal of bacteria cultures.
7. Dispose of bio-waste as instructed by your instructor.

Working with preserved specimens:

1. If dissecting, always place the specimen in a dissecting tray or on a prepared surface. Do not hold a specimen in your hand while dissecting it.
2. Always use sharp instruments such as scalpels and scissors carefully. They can cause severe cuts if they are mishandled.
3. Wash your hands with soap and water after handling any specimen.
4. Dispose of bio-waste as instructed by your instructor.

Osseo Area Schools
Student Science Laboratory Safety Contract

This form must be signed and returned to the teacher before participating in any laboratory activities.

Student Name: _____
Please Print

Class: _____ Period: _____

Teacher : _____ School: _____

I have read, understand, and agree to abide by the General Laboratory Safety Procedures established by the School District. I further agree to follow all specific instructions given to me by the teacher.

Student Signature: _____

I have reviewed the General Laboratory Safety Procedures established by the School District with my daughter/son and am aware of the steps being taken to provide a safe instructional setting for my child.

Parent Name: _____
Please Print

Parent Signature: _____ Date: _____

This safety contract will be valid for 1 school year regardless of science teacher / class.